

GARY L. PRYOR
DIRECTOR



County of San Diego

DEPARTMENT OF PLANNING AND LAND USE

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SAN MARCOS, CA 92069-2620
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EL CAJON OFFICE
200 EAST MAIN ST. - SIXTH FLOOR
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DMV FORM

"PROPERTY USE VERIFICATION FOR VEHICLE DEALER'S LICENSE"

COUNTY OF SAN DIEGO ZONING COUNTER PROCEDURES

1. If the use regulation allows the use by right and the site does not have special area designators, then the form may be signed off. Attach Form ZO 010 to the DMV form.
2. If the use regulation allows the use, but there are special area designators (B, D, S, etc.), then a site plan is required. A waiver of the site plan requirement may be requested pursuant to the following procedures:

A. Customer submittal requirements:

- i. Customer shall submit a complete written description of the proposed use and any existing uses on site (number of cars, size of office, size of sign, number of parking spaces for customers visiting the site, size of lot, and any other pertinent information). Also provide assessor parcel numbers and/or address of the site.
- ii. Customer shall submit a plot plan showing all existing uses on site, all existing structures on site, all existing parking spaces, and all proposed structures and parking spaces. Show all road easements surrounding the property.
- iii. Customer shall submit a tabular description of any existing uses on the site together with their required number of parking spaces, pursuant to County Parking Regulations (Section 6750 of the Zoning Ordinance).
- iv. Customer shall submit color photographs of the site, showing the whole site, all signs, structures, and parking.
- v. Customer shall submit the above requirements to the Zoning Counter, 5201 Ruffin Road, Suite B, San Diego.

9/12/05: DMV

ZC #077

- B. County shall verify that any existing use is a legal use on the site.
 - C. After all the above are completed satisfactorily, the waiver request will be faxed to the appropriate community Design Review Board for their review and consideration of the waiver request. The Design Review Board will transmit their recommendation to the County. The Director of Planning and Land Use will make the final decision.
3. If the above procedures are not followed for a waiver request, then a site plan application must be submitted and processed by the Department of Planning and Land Use.

The waiver request will be charged a time and materials fee (\$126.00 per hour for planner review). A decision will be made within 30 calendar days.

NOTE: This procedure does not apply to Vehicle Auto broker (office and sign only, no retail sales) or to Vehicle Dealer-wholesale Only, no retail sales, if office is in an existing building. These may require home occupation standards.

9/12/05: DMV